

# COLUMBIA POLICE DEPARTMENT

## Policy and Procedure Manual

### SUPERVISION STAFFING LEVELS

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**Approved By:** Kenneth Burton Chief of Police  
**CALEA 6<sup>th</sup> Edition Standard:**

## **216 SUPERVISION STAFFING LEVELS**

### **216.1 PURPOSE AND SCOPE**

The purpose of this policy is to ensure that proper supervision is available to meet the operational requirements of all shifts. The Department intends to balance the needs of the employee against its duty and inherent managerial right to flexibility and discretion in assigning personnel to meet operational needs. While balance is desirable, the paramount concern is to meet the operational requirements of the Department.

### **216.2 MINIMUM STAFFING LEVELS**

Minimum staffing levels should result in the scheduling of at least two regular supervisors on-duty whenever possible.

#### **216.2.1 SUPERVISION DEPLOYMENTS**

In order to accommodate training and other unforeseen circumstances, an officer may be used as a field supervisor in place of a field sergeant.

With prior authorization from the Operations Bureau Commander, a sergeant may act as the Watch Commander for a limited period of time.